

***Oak Grove Village
260 James St.
Sullivan, MO. 63080
Phone: 573-468-4500
Fax: 573-468-4501***

Oct. 28, 2014

Dear Consultant:

The Village of Oak Grove is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than 10 pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active. It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) be submitted with your firm's Letter of Interest, or be on file with the Village of Oak Grove. The statement of qualification is not included in the total page count limit.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm be prequalified with MoDOT and listed in [MoDOT's Approved Consultant Prequalification List](#), or your firm will be considered non-responsive.

We request all letters be received by 4:00 pm, (11/14/2014) at Oak Grove Village, 260 James St., Sullivan, MO. 63080.

Sincerely,

Richard Ray
Chairman,
Oak Grove Village

Attachment

City/County Franklin	Route E. Springfield Rd.
Federal Aid No: BRM-9901(627)	
Location: E. Springfield Rd.	
Proposed Improvement: Replace Bridge over Winsel Creek	
Length: .01 mi.	
Approximate Construction Cost:	\$414,264
DBE Goal Determination:	<u>8</u> %
Consultant Services Required:	<i>Preparation of Preliminary and Contract plans and Right-of-Way Plans, surveying, geotechnical investigations, hydraulic studies, environmental and historic preservation services/permits including the preparation of PS&E and final documents. Work with contractor on behalf of the Village, assist with pre-construction conference, perform periodic site inspections, prepare change orders, inspect construction materials, check shop drawings submitted by contractor, conduct construction test and inspections, be present during critical construction operations, work with the Village to do full time inspections and reporting and participate in final inspection.</i>
Other Comments:	N/A
Contact:	Name: Oak Grove Village Address: 260 James St., Sullivan, MO. Phone: 573-468-4500 Email: ogv@fidnet.com
Deadline:	11/14/2014
<ul style="list-style-type: none"> • Submit: Letter of interest should not exceed 10 pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. 3 copies of the letter interest should be received at the address and by the time specified. 	

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design- MoDOT.

Experience and Technical Competence -	<u>35</u> Max Points
Capacity and Capability -	<u>30</u> Max Points
Past Record of Performance -	<u>35</u> Max Points